

**EFFECTIVE**

February 1, 2020.

**Subject(s)**

**FOM 802-1 Psychotropic Medication in Foster Care**

FOM 802-1, Psychotropic Medication in Foster Care, updated to emphasize items within policy; streamline, clarify or simplify text; and to align with psychotropic medication documentation in MISACWIS for Modified ISEP compliance. Changes to policy include the following:

- Opioid medications are not considered psychotropic.
- Psychotropic medication that is discontinued or has a dosage change, must be followed by an email from the caseworker to the FC-PMOU with current information.
- Informed consents are uploaded by the FC-PMOU into MISACWIS and reviewed for accuracy and completion. The FC-PMOU will contact the field staff to facilitate accurate completion of informed consents that are incomplete or inaccurate.
- The FC-PMOU uploads the completed MDHHS physician secondary review documents into MISACWIS in the same location as the informed consents.
- Psychotropic medications are entered by FC-PMOU in the medication screen.
- DHS-1643 or alternative consent provided by the prescribing clinician must be sent via email or faxed to the FC-PMOU within five days of receipt of the form. This document will be uploaded into the health screens tab.
- For technical assistance regarding caseworker roles in monitoring psychotropic medications or informed consent, contact the Child Welfare Policy mailbox.
- Youth who are 18 years and older may consent to psychotropic medications unless a court determines they are not competent. The appointed guardian provides consent in this instance.

- Court orders and supporting documentation must be uploaded in MISACWIS under the case overview.
- Documentation will be uploaded in MISACWIS under social work contacts during the first month a child is admitted to a psychiatric hospital. A minimum daily contact on business days with hospital staff regarding the child's status is required documentation.

### **General Edits**

- Section added to describe FC-PMOU duties and processes.
- Table added titled, "When to Complete" to simplify text under the Informed Consent section.
- Language revisions include adoptive placements and homes instead of referring to children only in foster care.
- Foster parents and relative caregivers may not sign consent for psychotropic medications text moved under the "Authority to Consent" table as a note.

*Reason:* Recommendations by the Child Welfare Medical Unit, Children's Services Agency, and Modified ISEP.

**MANUAL  
MAINTENANCE  
INSTRUCTIONS**

**Changed Items ...**

[FOM 802-1](#)